

**IDAHO BOARD OF EXAMINERS OF RESIDENTIAL CARE FACILITY
ADMINISTRATORS
Division of Occupational and Professional Licenses
P.O. Box 83720
Boise, ID 83720-0063**

Board Meeting Minutes of 9/28/2021

**THIS IS A DRAFT DOCUMENT THAT HAS NOT BEEN APPROVED BY THE
BOARD**

BOARD MEMBERS PRESENT: Heidi Brough Nye - Chair
Kristen E Hyde
Linda L Simon

BOARD MEMBERS ABSENT: Natalie M Nathan
Ann Wheeler

DIVISION STAFF: Anne Lawler, Section Chief
Julie Eavenson, Licensing Group Manager
Lori Peel, Investigative Unit Manager
Skip Liddle, Supervising Investigator
Nicholas Krema, General Counsel
Cesley Metcalfe, Team Lead
Allegra Earl, Board Specialist

The meeting was called to order at 1:11 PM MDT by Heidi Brough Nye.

APPROVAL OF MINUTES

Ms. Simon made a motion to approve the minutes of 08/05/2021. It was seconded by Ms. Hyde. Motion carried.

BOARD BUSINESS

CONFERENCE ATTENDANCE REQUESTS

Ms. Brough Nye will be attending the National Association of Long-Term Care Board (NAB) mid-year conference held October 20-22, 2021. She said that the Board made a motion in the past to allow the Board chair to register and attend future NAB conferences.

NAB 2022 MEMBERSHIP DUES

Ms. Simon made a motion directing Division staff to pay the 2022 NAB annual membership dues. It was seconded by Ms. Hyde. Motion carried.

BOARD ELECTIONS

The Board deferred elections until the next meeting.

DISCIPLINE

Ms. Peel presented a Findings of Fact, Conclusions of Law, and Final Order in case number: RCA-2022-2/3. Ms. Hyde made a motion to approve the Findings of Fact, Conclusions of Law, and Final Order and to allow the Board chair to sign on behalf of the Board. It was second by Ms. Simon. Motion carried.

EXECUTIVE SESSION

Ms. Simon made a motion that the Board go into executive session under Idaho Code § 74-206(1)(d) to consider records that are exempt from disclosure under the Idaho Public Records Law, Idaho Code § 74-106(9). The purpose of the executive session was to consider documents relating to the fitness of an applicant to be granted a license or registration. It was seconded by Ms. Hyde. The vote was: Ms. Brough Nye, aye; Ms. Hyde, aye; and Ms. Simon, aye. Motion carried.

Ms. Hyde made a motion to come out of executive session. It was seconded by Ms. Simon. Motion carried.

APPLICATIONS

Ms. Simon made a motion to table the following pending receipt of additional information:

901174983

It was seconded by Ms. Hyde. Motion carried.

NEXT MEETING was scheduled for January 27, 2022, at 1:00 PM MST.

ADJOURNMENT

Ms. Hyde made a motion to adjourn the meeting at 2:15 PM MDT. It was seconded by Ms. Simon. Motion carried.

Heidi Brough Nye, Chair